

# United States District Court

CENTRAL DISTRICT OF ILLINOIS

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## SUMMONS IN A CIVIL CASE

VS.

Case Number:

TO:

**YOU ARE HEREBY SUMMONED** and required to file with the Clerk of this Court and serve upon

an answer to the complaint which is herewith served upon you, within\_\_\_\_\_ days after service of this summons upon you, exclusive of the day of service. If you fail to do so, judgment by default will be taken against you for the relief demanded in the complaint.

JOHN M. WATERS, CLERK

\_\_\_\_\_  
BY: DEPUTY CLERK

<b>RETURN OF SERVICE</b>		
<b>Service of the Summons and Complaint was made by me</b>		<b>DATE</b>
<b>NAME OF SERVER (<i>PRINT</i>)</b>		<b>TITLE</b>
<i>Check one box below to indicate appropriate method of service</i>		
<input type="checkbox"/> <b>Served personally upon the defendant. Placed where served:</b> _____ _____ _____		
<input type="checkbox"/> <b>Left copies thereof at the defendant's dwelling house or usual place of abode with a person of suitable age and discretion then residing therein.</b> <b>Name of person with whom the summons and complaint were left:</b> _____ _____ _____		
<input type="checkbox"/> <b>Returned unexecuted:</b> _____ - _____ _____ _____ _____		
<input type="checkbox"/> <b>Other (<i>specify</i>):</b> _____ - _____ _____ _____ _____ _____		
<b>STATEMENT OF SERVICE FEES</b>		
<b>TRAVEL</b>	<b>SERVICES</b>	<u><b>TOTAL</b></u>
<b>DECLARATION OF SERVER</b>		

I declare under penalty of perjury under the laws of the United States of America that the foregoing information contained in the Return of Service and Statement of Service Fees is true and correct.

Executed on \_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Server*

\_\_\_\_\_  
*Address of Server*